

Lynndyl Town Council Meeting
March 10, 2020
7:00 pm
Lynndyl Town Hall

In attendance: Andrew Dutson, Amber Lloyd, Linda Tanner, Scott Wilson, Mandi Carr, Carly Nielson

Absent: Julie Dutson

Andrew Dutson, Mayor, opened the meeting. He called for a review and approval of the minutes from the February 25, 2020 meeting. An edit to the portion about the approval of the deputy clerk was needed and noted. Amber made a motion to approve the minutes including the edit. Mandi seconded the motion. All were in favor.

Linda handed out the financial report for review. Andrew will re categorize the Stemmins refund from the building inspection category to the building permit category because its a refund, not an expense. Scott made a motion to approve the financial report. Amber seconded the motion. All were in favor.

Andrew made mention that it was time to be thinking about next year's budget and to get him notes before the next board meeting so he can put together budget items that are to be discussed at the April meeting. Some of the items discussed included resurfacing the roads, park improvements, etc.

Andrew let the council know that we did not get the CDBG money. We were right at the edge of qualifying, with 41 points. There was a note next to our account that read, "unable to fund due to change in project scope." Andrew has emailed and not gotten a reply. He will follow up with a phone call.

The CIB application is still in and we will be in the May funding meeting. The council needs to reevaluate the plan and figure out what to do going forward without the CDBG money. This will be added to next month's agenda so a discussion can be made. Scott will also ask Bruce with the Fire District in Delta to figure out how they were funded.

Amber followed up on the request from the Finlinsons regarding getting access to the town's water. She emailed Greg Johnson from Rural Water and he doesn't recommend moving forward with the Finlinson's request to connect to Rob McPherson's water line. He said that a separate meter would be required and that water pressure as well as bottlenecking might be an issue. Scott will ask Todd Tolley about the situation. Carly will ask Jodi Nielson, previous water master, if she knows of an agreement between Rob McPherson and the town.

The Council agreed that the Finlinsons are denied their request to connect to Rob's water line. The other options discussed were to have them dig their well deeper or to run their own water line from the edge of town. The council will be in contact with the Finlinsons.

Newsletter items were discussed.

Scott made a motion to adjourn the meeting. Mandi seconded the motion. All were in favor.




Katie Dutson
Lynndyl Town Clerk

Town of Lynndyl
Operational Budget Report
10 General Fund - 07/01/2019 to 02/29/2020
66.67% of the fiscal year has expired

	Prior YTD	February Actual	Current YTD	Annual Budget	Percent Used
Change In Net Position					
Revenue:					
Taxes					
3110 General Property Taxes - Current	17,529.78	0.00	22,991.75	19,000.00	121.01%
3120 General Property Taxes - Prior Years	0.00	0.00	0.00	400.00	0.00%
3130 General Sales Taxes	9,091.06	1,496.45	9,464.77	13,000.00	72.81%
3140 Franchise Tax	13.56	0.00	20.30	15.00	135.33%
3150 Transit Tax	677.15	0.00	701.73	800.00	87.72%
Total Taxes	27,311.55	1,496.45	33,178.55	33,215.00	99.89%
Licenses and permits					
3210 Business Licenses	100.00	100.00	100.00	100.00	100.00%
3221 Building Permits	1,850.38	0.00	748.12	2,000.00	37.41%
3225 Animal Licenses	126.00	60.00	60.00	150.00	40.00%
Total Licenses and permits	2,076.38	160.00	908.12	2,250.00	40.36%
Intergovernmental revenue					
3356 Class C Road Allotment	15,234.73	0.00	14,668.17	20,000.00	73.34%
3420 Fire Department (Fire District & Paid Fires)	12,978.00	0.00	10,800.00	14,000.00	77.14%
Total Intergovernmental revenue	28,212.73	0.00	25,468.17	34,000.00	74.91%
Charges for services					
3470 Park/Table/Chair Rental	140.00	0.00	165.00	200.00	82.50%
3481 Sale of Cemetery Plots	0.00	800.00	2,400.00	400.00	600.00%
3483 Opening and Closing - Cemetery	100.00	500.00	1,000.00	500.00	200.00%
Total Charges for services	240.00	1,300.00	3,565.00	1,100.00	324.09%
Interest					
3610 Interest Earnings	2,625.00	0.00	2,556.64	2,000.00	127.83%
Total Interest	2,625.00	0.00	2,556.64	2,000.00	127.83%
Miscellaneous revenue					
3620 Town Activities	0.00	0.00	60.00	0.00	0.00%
3640 Sale of Capital Assets	1,460.00	0.00	1,029.77	0.00	0.00%
3690 Miscellaneous Revenue	0.00	0.00	200.00	0.00	0.00%
3990 Fund balance appropriated (budget only)	0.00	0.00	0.00	185.00	0.00%
Total Miscellaneous revenue	1,460.00	0.00	1,289.77	185.00	697.17%
Contributions and transfers					
3802 General Private Contributions	400.00	0.00	400.00	400.00	100.00%
Total Contributions and transfers	400.00	0.00	400.00	400.00	100.00%
Total Revenue:	62,325.66	2,956.45	67,366.25	73,150.00	92.09%

Town of Lynndyl
Operational Budget Report
10 General Fund - 07/01/2019 to 02/29/2020
66.67% of the fiscal year has expired

	Prior YTD	February Actual	Current YTD	Annual Budget	Percent Used
Expenditures:					
General government					
4140.110 Admin Salaries and Wages	5,398.00	0.00	4,430.00	8,000.00	55.38%
4140.130 Admin Employee Benefits	1,040.21	0.00	962.61	1,500.00	64.17%
4140.220 Admin Public Notices	169.20	0.00	110.60	250.00	44.24%
4140.230 Admin Travel, Conferences, Training	45.60	0.00	0.00	300.00	0.00%
4140.240 Admin Office Expense, Supplies, Postage	723.63	140.00	395.54	1,500.00	26.37%
4140.280 Admin Utilities	1,653.72	273.53	1,703.51	3,000.00	56.78%
4140.310 Admin Professional and Technical	0.00	0.00	100.00	1,000.00	10.00%
4140.510 Admin Insurance and Surety Bonds	3,766.68	0.00	929.68	4,000.00	23.24%
4140.610 Admin Miscellaneous Charges	55.00	0.00	(1.04)	100.00	-1.04%
4141.611 Admin Bank Charges	238.58	0.00	99.00	100.00	99.00%
Total General government	13,090.62	413.53	8,729.90	19,750.00	44.20%
Planning and Zoning					
4180.220 P&Z Public Notices	0.00	0.00	0.00	200.00	0.00%
4180.230 P&Z Travel, Conferences, Training	0.00	0.00	0.00	300.00	0.00%
4180.240 P&Z Office Expense, Supplies, Postage	100.39	0.00	0.00	200.00	0.00%
4180.310 P&Z Professional and Technical	0.00	0.00	0.00	1,000.00	0.00%
4240.314 P&Z Building Inspection and Permitting	1,305.22	1,384.50	2,329.59	2,000.00	116.48%
Total Planning and Zoning	1,405.61	1,384.50	2,329.59	3,700.00	62.96%
Fire					
4220.110 Fire Salaries and Wages	957.57	0.00	64.65	1,500.00	4.31%
4220.240 Fire Office Expense, Supplies, Postage	271.30	140.00	338.87	400.00	84.72%
4220.260 Fire Fuel	332.70	0.00	210.53	600.00	35.09%
4220.270 Fire Operation and Maintenance	715.88	0.00	715.88	3,000.00	23.86%
4220.280 Fire Utilities	648.74	82.28	664.20	1,500.00	44.28%
4220.615 Fire Public Relations	430.43	0.00	246.27	600.00	41.05%
Total Fire	3,356.62	222.28	2,240.40	7,600.00	29.48%
Highways					
4410.110 Streets Salaries and Wages	1,920.00	0.00	1,230.00	3,000.00	41.00%
4410.240 Streets Office Expense, Supplies, Postage	210.00	140.00	280.00	300.00	93.33%
4410.260 Streets Fuel	0.00	0.00	36.00	600.00	6.00%
4410.270 Streets Operation and Maintenance	1,847.70	132.76	2,686.51	7,000.00	38.38%
4410.280 Streets Utilities	1,959.88	281.29	2,421.47	4,000.00	60.54%
Total Highways	5,937.58	554.05	6,653.98	14,900.00	44.66%
Parks					
4510.110 Parks Salaries and Wages	1,608.00	0.00	1,548.00	4,500.00	34.40%
4510.240 Parks Office Expense, Supplies, Postage	210.00	140.00	280.00	300.00	93.33%
4510.260 Parks Fuel	111.22	0.00	80.59	200.00	40.30%
4510.270 Parks Operation and Maintenance	750.62	0.00	520.95	3,000.00	17.37%
4510.280 Parks Utilities	2,198.65	24.36	888.20	4,000.00	22.21%
4540.615 Parks Town Celebrations	1,638.07	0.00	1,554.75	2,000.00	77.74%
Total Parks	6,516.56	164.36	4,872.49	14,000.00	34.80%
Cemetery					
4590.260 Cemetery Fuel	0.00	0.00	0.00	100.00	0.00%
4590.270 Cemetery Operation and Maintenance	193.76	0.00	(36.18)	600.00	-6.03%
4590.280 Cemetery Utilities	547.29	0.00	578.09	1,000.00	57.81%
4590.460 Cemetery Open and Close	0.00	400.00	800.00	500.00	160.00%
Total Cemetery	741.05	400.00	1,341.91	2,200.00	61.00%
Transfers					
4841 Transfers to Capital Fund	0.00	0.00	0.00	11,000.00	0.00%
Total Transfers	0.00	0.00	0.00	11,000.00	0.00%
Total Expenditures:	31,048.04	3,138.72	26,168.27	73,150.00	35.77%
Total Change In Net Position	31,277.62	(182.27)	41,197.98	0.00	0.00%

Town of Lynndyl
Operational Budget Report
41 Capital Projects - 07/01/2019 to 02/29/2020
66.67% of the fiscal year has expired

	<u>Prior YTD</u>	<u>February Actual</u>	<u>Current YTD</u>	<u>Annual Budget</u>	<u>Percent Used</u>
Expenditures:					
Miscellaneous					
4175 Admin Capital Projects	0.00	0.00	1,997.00	2,500.00	79.88%
4274 Fire Capital Purchases	0.00	0.00	0.00	5,000.00	0.00%
4275 Fire Capital Projects	7,718.85	0.00	0.00	700,000.00	0.00%
4475 Streets Capital Projects	30,320.50	0.00	0.00	0.00	0.00%
4575 Parks Capital Projects	1,751.09	0.00	3,448.50	450,000.00	0.77%
Total Miscellaneous	39,790.44	0.00	5,445.50	1,157,500.00	0.47%
Total Expenditures:	39,790.44	0.00	5,445.50	1,157,500.00	0.47%
Total Change In Net Position	(37,789.44)	0.00	(2,755.50)	0.00	0.00%

Town of Lyndyl
Check Register
Checking - Combined - 02/01/2020 to 02/29/2020

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
ChemTech Ford	12276	20A1468	02/04/2020	02/06/2020	25.00	water sample	516450 - Water Testing and Sample
ChemTech Ford	12279	20B0293	02/10/2020	02/18/2020	25.00	water analysis	516450 - Water Testing and Sample
					\$50.00		
Clyde Snow & Sessions, P.C.	12284	146395	02/18/2020	02/24/2020	112.50	water rights	516310 - Water Professional and Te
					\$112.50		
Courtesy Ace Hardware	12277	2020013001	01/30/2020	02/06/2020	55.19	tools and repair equipment	104410.270 - Streets Operation and
					\$55.19		
Dominion Energy	12280	2020021002	02/10/2020	02/18/2020	23.61	Pump house gas meter	516280 - Water Utilities
Dominion Energy	12280	2020021002	02/10/2020	02/18/2020	82.28	Fire gas meter	104220.280 - Fire Utilities
Dominion Energy	12280	2020021002	02/10/2020	02/18/2020	181.10	Town hall gas meter	104140.280 - Admin Utilities
					\$286.99		
					\$286.99		
Lyndyl Town	12279	2020013002	01/30/2020	02/06/2020	35.00	Road shed meter	104410.280 - Streets Utilities
Lyndyl Town	12279	2020013002	01/30/2020	02/06/2020	49.75	Town hall water and garbage	104140.280 - Admin Utilities
					\$84.75		
					\$84.75		
Nelson, Jim	12285	2020021802	02/18/2020	02/24/2020	400.00	Digging Cemetery Grave I-A22	104590.460 - Cemetery Open and C
					\$400.00		
					\$400.00		
Pelorus Methods Inc.	12282	2020021104	02/12/2020	02/19/2020	70.00	Pelorus software services	104140.240 - Admin Office Expense,
Pelorus Methods Inc.	12282	2020021104	02/12/2020	02/19/2020	70.00	Pelorus software services	104220.240 - Fire Office Expense, S
Pelorus Methods Inc.	12282	2020021104	02/12/2020	02/19/2020	70.00	Pelorus software services	104410.240 - Streets Office Expense,
Pelorus Methods Inc.	12282	2020021104	02/12/2020	02/19/2020	70.00	Pelorus software services	104510.240 - Parks Office Expense,
Pelorus Methods Inc.	12282	2020021104	02/12/2020	02/19/2020	70.00	Pelorus software services	516240 - Water Office Expense, Sup
					\$350.00		
					\$350.00		
					\$350.00		
Rocky Mountain Power	12278	2020020401	02/04/2020	02/06/2020	10.49	Road Shed Electric Meter	104410.280 - Streets Utilities
Rocky Mountain Power	12278	2020020401	02/04/2020	02/06/2020	10.59	Park Electric Meter	104510.280 - Parks Utilities
Rocky Mountain Power	12278	2020020401	02/04/2020	02/06/2020	13.77	Park Area Light	104510.280 - Parks Utilities
Rocky Mountain Power	12278	2020020401	02/04/2020	02/06/2020	92.43	Town hall electric meter	104140.280 - Admin Utilities
Rocky Mountain Power	12278	2020020401	02/04/2020	02/06/2020	270.80	Streetslights	104410.280 - Streets Utilities
Rocky Mountain Power	12278	2020020401	02/04/2020	02/06/2020	693.84	Pump House Electricity	516280 - Water Utilities
					\$1,091.92		
					\$1,091.92		
Service Drug	12281	202002103	02/10/2020	02/18/2020	21.16	Water Sample Shipment	516450 - Water Testing and Sample
					\$21.16		
Stemmons, David	12286	2020021804	02/18/2020	02/24/2020	1,324.50	Building Permit Refund Stemmons 2018-03	104240.314 - P&Z Building Inspectio
					\$1,324.50		

Town of Lyndyl
Check Register
Checking - Combined - 02/01/2020 to 02/29/2020

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
Sunrise Engineering, Inc.	12283	0108331	02/12/2020	02/19/2020	60.00	Building Inspection--Stemmons 2018-03	104240.314 - P&Z Building Inspectio
					\$60.00		
Tinks Auto Parts	12287	2020021803	02/18/2020	02/24/2020	56.04	oil change on water generator	516250 - Water Equipment, Supplie
Tinks Auto Parts	12287	2020021803	02/18/2020	02/24/2020	132.76	tractor repairs	104410.270 - Streets Operation and
					\$188.80		
					\$188.80		
					\$4,025.81		